

TOWN OF EVANS  
8787 Erie Road  
Angola NY 14006  
716-549-8787

**FREEDOM OF INFORMATION APPLICATION FOR ACCESS TO PUBLIC RECORDS**

Date: \_\_\_\_\_

To: Carol A. Meissner, Town Clerk, Records Access Officer

I wish to inspect the following record(s): Identify records you are interested in as clearly as possible. **(PRINT)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

**FOR AGENCY USE ONLY**

DATE REQUEST RECEIVED ON: \_\_\_\_\_ Time: \_\_\_\_\_

APPROVED: Date: \_\_\_\_\_

Photocopies: Number \_\_\_\_\_ x (\$.25 per page)= \_\_\_\_\_

DENIED: Date: \_\_\_\_\_

For the reason(s) checked below:

- Exempted by statute other than Freedom of Information
- Unwarranted invasion of personal privacy
- Would impair contract awards or collective bargaining agreements
- Trade secret; confidential commercial information
- Law enforcement records
- Would endanger the life or safety of any person
- Interagency or intra-agency material
- Record is not maintained by this agency
- Record of which this agency is legal custodian cannot be found
- Exceeds record retention period, no longer available
- Other (specify) \_\_\_\_\_

Any person denied access to records may appeal the denial within 30 days of the denial. Such appeals should be addressed to the Supervisor of the Town of Evans, 8787 Erie Road, Angola, NY 14006.